The Main Menu

Newsletter for AppleWorks Users

Volume 2 Number 4 April 1987

I Ain't Gonna Work No More, No More!

Calculating the Joys of Retirement

by John B. Slack

"We're going to give you the chance to retire early, as a reward for all your years of faithful service. We'll be very generous if you agree." The prospect of planning for early retirement is a concern for many people. As companies cut costs, offering early retirement to senior employees is a popular method of reducing staff.

To help you make the right decision, the spreadsheet template presented here calculates potential income from a retirement settlement. It computes the maximum amount of each regular withdrawal over a given period of time from an investment earning a constant rate of interest. Because the template calculates maximum withdrawal, it leaves a balance of $0.00 in your account at the end of the time period; withdrawing a smaller amount shows a balance in your account. With the powerful AppleWorks spreadsheet what-if capability, you can compare various retirement plans and investment alternatives.

Create a new spreadsheet file from scratch and call it REG.WITHDRAWALS. AppleWorks now shows you a blank spreadsheet containing rows and columns. Position the cursor on cell A3. Type Maximum Amount of Regular Withdrawal and press Return.

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Heard Here First

by Deborah de Peyster

16-bit AppleWorks update: While no 16-bit AppleWorks-type product exists, it appeared briefly last month that it would be only a matter of time before such a package would be released. The flurry of activity centered on a group of four people, headed by AppleWorks developer Bob Lissner and including Don Williams, owner of the code for The Works, an AppleWorks-style program Microsoft publishes for the Mac.

Lissner wanted to start a GS-software-publishing company and launch the firm with a GS version of The Works, but discussions stalled and remain on indefinite hold.

Meanwhile, Apple continues to lobby Don Williams to move The Works to the GS; we've heard that Software Publishing has also expressed interest in the project. We'll let you know as soon as something happens.

Lissner's attention has turned to a new company he recently started with a partner to cre-

ate an E-mail product for the Macintosh. Lissner continues to develop AppleWorks, however, and we expect some "maintenance" revisions (problem fixes, no new features) soon for version 2.0. (See Answers, this page, for our own official remedy for one AppleWorks 2.0 bug—the Control-@ problem in your printer codes.)

New AppleWorks add-on: We've heard that The Software Touch—the company that brought you AutoWorks—will release a new add-on called Timeout this fall. The program reportedly lets you add a number of features to AppleWorks, such as a spelling checker, a page-layout preview, multicolumn printing, and a word counter.

GS secrets: Apple developers take pride in their creations and always sign their products. If you own a GS, the names of the people who worked on the project are hidden in ROM. We recently learned how to find the names: Press Control, Option, Open apple-N when you turn on your system, before you put any disks into the drives. Two screens of names should appear; those with asterisks denote group leaders.

And if you know anyone who's buying the new Macintosh II, tell him or her that Apple says digitized images of the developers are hidden in ROM. Unfortunately, we haven't figured out yet how to find these pictures.

Also on the GS front: Apple will soon release a new ROM that will take care of certain problems with GS resolution. Apple will also be offering a system disk containing a new loader and compaction program to speed up putting software into RAM. Check with your dealer for details. ■

Answers

by Kelly Stirn

If you'd like Kelly to answer your AppleWorks questions, please write him at The Main Menu, *Elm Street, Peterborough, NH 03458. We'll print the answers to as many questions as we can.*

Fixing Control-@

AppleWorks 2.0 has a problem: It won't allow a Control-@ in its custom printer codes. Apple has released a program to all its dealers to patch your AppleWorks 2.0 disk. Use it if you need a Control-@ in your printer codes. (This may affect many people customizing their Epson printers.)

If you're willing to do a little BASIC programming, here's your chance to fix your own bug. Find a copy of BASIC.SYSTEM—it's on the ProDOS User's Disk, System Utilities Disk, and the Apple IIGS System Disk. Enter BASIC from one of these disks, then type in the following short program:

```
10 D$ = CHR$(4)
20 PRINT D$;"BLOAD
   /APPLEWORKS/APL-
   WORKS.SYSTEM,
   A$2000,T$FF"
30 IF PEEK (13055)<> 46
   THEN END:REM Check for
   version #
40 POKE 13057,112:REM
   Change version number
50 POKE 11760,242:REM Fix
   Control-@ problem
60 PRINT D$;"BSAVE /APPLE-
   WORKS/APLWORKS
   .SYSTEM, A$2000,L8531,
   T$FF"
70 END
```

That's it. Save this to disk by typing "SAVE /<pathname>/FIX" where <pathname> is the name of the disk to which you're saving this program. Then place a copy of your AppleWorks Startup disk into one of your drives and type RUN from the BASIC prompt. If you want to run this program later, get back into BASIC and type "-/<pathname>/FIX, where <pathname> is the name of the disk on which FIX resides.

The Main Menu ►►►►►►►►►►►►►►►►►►►►

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For hackers who want to know what's going on in this program, line 20 loads the main segment of AppleWorks into memory, starting at location $2000. Line 30 determines whether the version number that appears on screen when you start AppleWorks is 2. If not, you're attempting to patch the wrong version of AppleWorks. Line 40 attaches the letter p *for "patch" at the end of the version number, so that when you start AppleWorks, you'll know this disk has been patched. Line 50 changes the area of the program that caused the Control-@ problem. Line 60 saves the file back to disk.*

A word of warning: Certain third-party desktop accessories may not work with the patch. Specifically for these programs, AppleWorks includes a trap to determine which key you're pressing. When the trap sees a null character, however, it throws it away; Control-@ happens to be a null character, so you may run into difficulty.

? Pathname Problems

Q When attempting to save a spreadsheet to a DIF or TEXT file, I get the error message UNABLE TO WRITE TO <filename> or UNABLE TO BEGIN <filename>. I first type OA-P, then select A TEXT (ASCII) FILE TO DISK. I enter the pathname for the new file and press Return. Then I get the error message. What am I doing wrong?

A *There are several reasons you're getting an error message (most likely UNABLE TO BEGIN <pathname>). First, your disk may be locked. That's a ProDOS problem, so to unlock it, you'll have to boot up the ProDOS User's Disk.*

Another reason may be that AppleWorks can't understand the pathname you're typing in. That's a common problem. Pathnames aren't easy to understand. (For a good description of them, check the AppleWorks 2.0 user's manual, p. 22.)

The first part of the pathname must begin with a slash, followed by the name of the disk on which your text file will end up. To find out the name of the disk if you don't remember it, select "List all files on the current disk drive" from the Other Activities menu (once you've selected this drive as the current one). The name of the disk appears at the top of the screen.

The next item in the pathname is another slash, followed by one or more subdirectory names and/or the name of the file you want to create (and to which you want to save your data in text format). Many people trying to save DIF or text files make the mistake of not including the name of the file they want to set up. Remember this file is independent of the AppleWorks file you created when you saved your spreadsheet in the usual fashion (OA-S), because to ProDOS an AppleWorks file isn't the same thing as a text or DIF file.

You may also get an error message because your disk is full. Again, list the files on disk and check the amount of room available.

? ImageWriter Margins

Q When printing AppleWorks word-processor or database documents, my ImageWriter sometimes doesn't recognize the page-end codes when told the paper is 11 inches long. Halfway through the document it starts giving me 4-inch top margins instead of the standard 1.5-inch top margins.

A *This problem occurs with some ImageWriters. It's not a problem with AppleWorks in this case, but a malfunction in the printer. The printer sometimes misfeeds the paper, offsetting the top margin, when the printer sits on a desk and has to pull about six sheets of paper off the floor. The weight of the paper is too much for the printer's paper-feed motor. Try bringing the paper source closer to the printer. By the way, I've never heard of this happening with an ImageWriter I.*

Note also that if the 4-inch margin always begins at the same place, you may have placed a printer command there accidentally. Use OA-Z to zoom in to see the print options; check whether you inserted a TM (top margin) command into your document instead of some other command you had intended.

Adjusting the paper in the printer while the printer is on may also cause this problem. The printer's top of form (the spot where the machine begins printing at the top of each page) is set when you turn on your printer. If you adjust the paper later to a different top of form, the first page will print correctly, but the machine will begin printing the following pages at the top of form you set when you first turned on the printer. Since the top margin in your document is changing in the middle of your document, though, I don't think that's your problem.

Printing Database Records

Q AppleWorks doesn't appear to be able to start printing a database file from a specific record. My printer gets through three-quarters of my mailing list when, for some reason, it jams and I have to start all over from the beginning. Is there any way around this limitation?

A *The easiest way to solve this problem is to delete the records in memory you don't want to print. (The file you saved on disk remains intact.) First make sure you've saved a copy of your latest database to disk. Then, to play it safe, rename your database in case you accidentally press OA-S at a later time (after you've deleted some records in RAM).*

Now highlight the last record AppleWorks printed, press OA-D to delete, then highlight the records you just finished printing before you ran into a problem. You may want to simply press OA-1 right after OA-D to go to the beginning of the list. Once you press Return, the database consists of those records remaining to be printed. Continue until you've printed all your records. Then remove this file from the desktop, and load the original file, safely residing on disk, back into memory, so that you can edit your data if necessary.

One method of printing from a specific record without having to delete records from memory is to use selection rules in your report to choose the records you want to print. This assumes, however, that the last record printed was near a breaking point you can distinguish with selection rules, and that you're using less than the maximum of three selection rules. Let's say the last record printed contained a last-name field that began with the letter G. You could then create a selection rule that says, "Last Name is greater than H." This would print all records with last-name initials between G and Z.

ImageWriter Hex Dump

Q When I print to my ImageWriter II, I get row upon row of numbers that don't mean anything to me. Is this a problem with my printer, or something I'm doing wrong?

A *Unexpected output, such as odd spacing or garbled characters, would indicate that the DIP-switch settings on your interface card or printer are incorrect.*

Rows of numbers, on the other hand, may indicate that your printer is in its "hexadecimal-data-dump" mode: It's printing all AppleWorks data as hexadecimal numbers. You can turn this on easily if you press the Select switch on your printer at the same time you press On/Off. Be careful not to do this. Once the printer is turned on and the printhead is aligned, the Select light should come on automatically. If it doesn't, your Select switch may be stuck and turning on this feature inadvertently.

You may also want to perform a self-test. Turn your printer off, wait a few seconds, then, while holding down the Form Feed button, press On/Off. Your printer will go into self-test mode and should print all characters clearly, but no lists of numbers.

If your printer types hex dumps all the time, or if it fails the self-test, it may need repair.

Print Pause

Q How do you pause at the end of each page to change the paper in your printer? I can't find this command in the database or spreadsheet.

A *Single-page printing isn't a spreadsheet or database feature. You have to turn this feature on in your printer. Go to "specify information about your printer(s)" under Other Activities. Next select "stop at the end of each page" and answer yes to the question, "Change the value?" This procedure will pause the printer, whether you're in the word processor, database, or spreadsheet, so that you can change the paper.*

Losing Labels

Q No matter how I set up the printer options for mailing labels, I find that I lose two or three labels per page. If I set the page length to 11 inches, I lose a whole page's worth every second page. What can I do?

A *Printing labels isn't easy in AppleWorks. AppleWorks 2.0 documentation should clear up many of the problems people are having. Let me go through some of the important things you need to remember when preparing mailing labels.*

The first rule of thumb is to go to "specify information about your printer(s)" under Other Activities. Change the setting "accepts top-of-page commands" to no to make AppleWorks supply blank lines to get to the next page instead of issuing a form feed. Many labels aren't on 11-inch paper and need this flexibility.

The next thing you need to know is the number of lines AppleWorks can print on

your label. Make sure the bottom line of your Report Format indicates that number. If it doesn't, move the cursor down so that it moves the "number of lines" indicator and adds more lines, or press OA-D to delete lines.

Then measure the distance from the top of one label to the top of the next. This will be the physical page size. In most cases, it's one inch. Press OA-O for options; change the PL (page length) setting to the proper value. Don't worry about any length you may have set previously under "specify information about your printer(s)." Leave this alone.

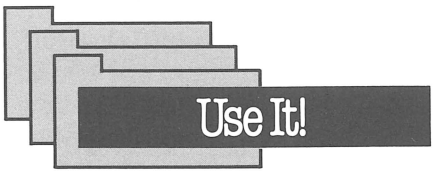
Lastly, make sure the following settings are correct:

TM (top margin) = 0
BM (bottom margin) = 0
PH (print report header at top of each page) = no
KS (keep number of lines the same within each record) = yes

Turning PD (print a dash when an entry is blank) and OL (omit line when all entries on line are blank) on or off doesn't matter.

This procedure assumes you have continuous labels. If you have single-sheet labels, on the other hand, set PL (paper length) to the length of each sheet and adjust the number of lines in each label to the distance from the top of one label to the top of the next.

AppleWorks attempts to place as many records as possible on each page. If AppleWorks won't print labels at the end of the page, that's because it thinks the label won't fit. Perhaps each label contains too many lines or you set your margins incorrectly.■



A Database Checkbook

by Steve High

The most obvious way to balance a checkbook with AppleWorks is to construct a spreadsheet to imitate a manual check ledger (see John Slack's template, "Where Does All the Money Go?" February 1987, p. 4).

For my purposes, though, I find the AppleWorks database a more convenient way to keep track of my checks. The database includes two especially helpful functions not available in the spreadsheet: group totals and chronological sorting. When you type 3/15/87, the database knows you mean the Ides of March; the spreadsheet thinks you mean .0022989. And the database can sort by date, too, not just by number. Of course, sorting by check number from lowest to highest should result in a chronological sort, but that's not the way things are at our house.

If you already understand how to use @IF and the other math functions in the spreadsheet, your checkbook is probably already balanced. On the other hand, if you use whatever pad of checks hits you in the head when you step into your closet to get new ones, you might be happier using the database.

►Setting Up Your Database Fields

In creating a database checkbook, the image to keep in mind is a check *stub* instead of a check register or ledger. Create a database from scratch, with each record containing the following categories: Date of Check, Check #, Paid To, Amount, Purpose, Account, Date Bank Statement, Source of Deposit, and Deposit Amount.

The only other thing you need to get started is a simple set of spending categories—a chart of "accounts," if you will. You can use traditional "account numbers" if you like, but I find it easier to remember tags like "food," "rent," "babysitters," and "doctors." You can always create additional categories as needed.

The Purpose category is really a scratchpad for comments about any unusual check. For instance, if you write a $38.50 check to Safeway and type FOOD into the Account category, you'd probably leave Purpose blank. But if the check is to one of the innumerable paperboys who show up at your door to collect, a "newspaper" entry in the purpose category can help clear up future mysteries.

►Trying It Out

To go further, you'll need to type in a few checks to see how group totals work, or else risk the dreaded "nothing to print" error message from AppleWorks.

Let's say you open an account with a $1000 deposit on February 1 and write six checks as shown in the **Table**. Enter these checks into your new database, leaving the last three categories blank in each record. Leave Purpose blank unless Paid To isn't self-explanatory. In this example, John Jaramillo is the paperboy, so it makes sense to put "newspaper" in the Purpose category.

Move to the report format with OA-P and create a table-style report. "Delete" and in-

Table. *Your first six checks.*

Date	Check #	Paid to	Amount	Account
Feb 4 87	001	John Jaramillo	8.25	SUBSCRIPTION
Feb 4 87	002	Safeway	38.95	FOOD
Feb 10 87	003	Baylawn Estates	750	RENT
Feb 12 87	004	Cosentino's	15.25	FOOD
Feb 18 87	005	Cat Hospital	95.00	DOCTORS
Feb 25 87	006	Domino's Pizza	12.78	FOOD
Feb 26 87	007	inCider	18.00	SUBSCRIPTION

sert categories until you have report categories that look like **Figure 4**.

Place the cursor on Account and sort the records (OA-A) in any order. Move the cursor to Amount and press OA-T to total that column. Print the report to the screen to see what it looks like. Now move the cursor to Account, and press OA-G to specify group totals. Answer no to both questions.

Don't panic—you won't see the totals until you print the report to the screen. Back at the Report menu, press OA-G twice on the Account category, and this time answer yes to the first question.

Print to the screen, and you should see something like **Figure 5**. Duplicate this report format (from the Report menu) and rename it "Balance." Delete the Account category and replace it with Check #. Insert Deposit Amount between Paid To and Amount and add a calculated category (OA-K) as the last category on the table. Call the calculated category "Balance" and add it up with OA-T (total). Your report categories will look like **Figure 6**.

The formula for the calculated category Balance is derived, as you've no doubt guessed, by subtracting what you've spent from what you had, D – E. If you print this report to the screen, you'll see that none of the totals makes much sense except the last one, which is correct. To get a cleaner-looking balance, insert the category Date Bank Statement. Press OA-G on it (answer no), then delete the category Date Bank Statement. Now print to the screen and you get a more reasonable display.

Figure 4. *Report categories.*

Date	Account	Paid To	Amount
----------	----------	----------	----------

Figure 5. *Totals by account.*

Date	Account	Paid To	Amount
----------	----------	----------	----------
	DOCTORS		95.00
	FOOD		66.98
	RENT		750.00
	SUBSCRIPTION		26.25
			938.23*

Figure 6. *Getting a balance.*

Date	Check #	Paid To	Deposit Amount	Amount	BALANCE

Figure 7. *Balancing against your bank statement.*

Date	Bank Statement	Deposit Amount	Amount	BALANCE
----------	----------	----------	----------	----------
113.00	-113.00			
	Feb	1000.00	825.23	174.77
		1000.00*	938.23*	61.77*

►Checking Your Statement

Finally, let's assume your February statement arrives; it shows that all your checks have cleared except for 005 and 007. Go to multiple-record layout; press OA-L to change the layout until Date Bank Statement is visible. Type in "February" for each check that has cleared. OA-ditto is a big time saver here.

Go to your "balance" report format and delete all categories except Deposit Amount, Amount, and Balance. Insert Date Bank Statement as the first category, and sort the file in any order as long as your cursor's on Date Bank Statement.

Now when you print the report, the "February" line will agree exactly with the bank's total deposits, total checks, and ending balance. The other line represents your outstanding checks, and the

two taken together, of course, equal your actual balance (see **Figure 7**).

You can move checkbook data from the database to the spreadsheet for more exotic calculations, such as averaging and what-if, but for addition, subtraction, and sorting, the database is hard to beat.

Unfortunately, though, AppleWorks group totals are lost when you print to disk when converting to the spreadsheet, and the most practical way to get that information into the spreadsheet is to retype it.

It's theoretically possible to construct a macro that will move the group totals to the word processor via the clipboard, then back to the spreadsheet by way of another database. The first person who can do it gets a free subscription to *The Main Menu*. In the case of a tie, you'll race to produce the "nothing to print" and "this command can only be done within the text of this document" error messages.■

Joys of Retirement

Continued from p. 1

Now skip two rows and go to cell A6. Type the following titles into cells A6 through A14: Initial Investment, Nominal Interest Rate, Number of Withdrawals/Year, Number of Years, Number of Months, Decimal Years (calc), and Amount of Each Withdrawal.

Put your cursor on cell D6 and type " = . Press Return. With the cursor still on cell D6, center this label: Press Open apple-L, E (entry), L (label format), and C (center). Now copy the label down column D to cell D14: Press OA-C, Return (staying within the worksheet), and Return to indicate the source of the material you want to copy. Move the cursor down one cell and type a period to indicate the start of the destination range. Move the cursor down again until it rests on cell D14, then press Return. Voilà! Your screen should look like **Figure 1**.

►Entering the Formula

The formula to calculate the maximum amount of your regular withdrawal is complex: $W = P((I/N)/((1 + (I/N))^{N*Y} - 1)) + (I/N)$, where W = amount of regular withdrawal; P = initial investment (the principal); I = nominal interest rate; N = number of withdrawals per year; and Y = number of years.

Since this formula is too long to fit into one cell, you have to break it into two parts. Position the cursor on cell E12. Type (12*E9+E10)/12 and press Return.

Now position the cursor on cell E14. Type +E6*((E7/E8/100)/((1+(E7/E8/100))^(E8*E12)-1)+(E7/E8/100)) and press Return.

Enter this formula *exactly* as written—don't leave out any terms and don't omit any parentheses. When you finish, your screen will show ERROR in cell E14. Don't worry—most formulas of this type show ERROR when they have no data to process.

►Formatting the Cells

The values you enter and the results the template calculates have two different formats. Number of Years and Months and Number of Withdrawals/Year will be integers with zero decimal places. Initial Investment, Nominal Interest Rate, and Amount of Each Withdrawal will be integers with two decimal places.

To set these different value formats, place the cursor on cell E6. Press OA-L, E, V, F, 2, and Return. Repeat this sequence for cells E7 and E14. In cells E8, E9, and E10, press OA-L, E, V, F, zero, and Return. (Don't worry about formatting cell E12.)

►Entering Data

After 27 years of faithful service to the accounting firm of Dewey, Cheetem, and Howe, you get the news. Your boss, Silas Fuddyduddy, calls you in to announce that the company has selected you as recipient of the early-retirement option: two years' full salary and other goodies if you retire at the end of the month. Excited at the prospect of receiving so much money at one time, you rush home to tell your spouse. A very practical question crops up: "How much will it give us to live on?"

To answer this question, you estimate that the two of you have at least 25 good years and four months left. Your bank is paying 7.25 percent interest on investment deposits. To determine how much money you can withdraw each month, put the cursor on cell E6 and type in 135000, a princely sum representing two years of grueling labor. In cell E7 type 7.25; in cell E8 enter 12. In cell E9 type 25 (for years); in cell E10 enter 4 (for months). Cell E14 shows the maximum amount of money you can withdraw each month, $971.25. (See **Figure 2**.) Not exactly a golden parachute, but not too bad, considering Social Security and the possibility of doing odd jobs on the side.

►Playing "What If?"

One of the most powerful features of an electronic

Figure 1. *Entering labels.*

```
File: REG.WITHDRAWALS          REVIEW/ADD/CHANGE              Escape: Main Menu
========A========B========C========D=========E==========F=========G====
  1¦
  2¦
  3¦Maximum Amount of Regular Withdrawal
  4¦
  5¦
  6¦Initial Investment             =
  7¦Nominal Interest Rate          =
  8¦Number of Withdrawals/Year     =
  9¦Number of Years                =
 10¦Number of Months               =
 11¦
 12¦Decimal Years (calc )          =
 13¦
 14¦Amount of Each Withdrawal      =
 15¦
 16¦
 17¦
 18¦
--------------------------------------------------------------------------------
E6

Type entry or use @ commands                                    @-? for Help
```

Figure 2. *Maximum withdrawal*

```
File: REG.WITHDRAWALS          REVIEW/ADD/CHANGE              Escape: Main Menu
========A========B========C========D========E========F========G========H====
  1¦
  2¦
  3¦Maximum Amount of Regular Withdrawal
  4¦
  5¦
  6¦Initial Investment             =     135000.00
  7¦Nominal Interest Rate          =          7.25
  8¦Number of Withdrawals/Year     =            12
  9¦Number of Years                =            25
 10¦Number of Months               =             4
 11¦
 12¦Decimal Years (calc)           =      25.33333
 13¦
 14¦Amount of Each Withdrawal      =        971.25
 15¦
 16¦
 17¦
 18¦
--------------------------------------------------------------------------------
A1

Type entry or use @ commands                                    @-? for Help
```

Figure 3. *Comparing strategies.*

```
File: REG.WITHDRAWALS          REVIEW/ADD/CHANGE              Escape: Main Menu
========A========B========C========D========E========F=========G========H====
  1¦
  2¦
  3¦Maximum Amount of Regular Withdrawal
  4¦
  5¦
  6¦Initial Investment             =     135000.00 135000.00
  7¦Nominal Interest Rate          =          7.25      9.33
  8¦Number of Withdrawals/Year     =            12        12
  9¦Number of Years                =            25        30
 10¦Number of Months               =             4         0
 11¦
 12¦Decimal Years (calc)           =      25.33333        30
 13¦
 14¦Amount of Each Withdrawal      =        971.25   1118.45
 15¦
 16¦
 17¦
 18¦
--------------------------------------------------------------------------------
F1

Type entry or use @ commands                                    @-? for Help
```

spreadsheet is its ability to immediately provide the new result of a calculation when you change a parameter.

Let's compare the results of different investment schemes. Place the cursor on cell E6.

Press OA-C, then Return to keep the copy within the worksheet. At the prompt to indicate the source, move the cursor down to cell E14 and press Return. The prompt now asks the destination of the source material you want to copy. Place the cursor on cells F6, G6, H6, and so on, and press Return. The prompt goes through each term in the formulas in cells E12 and E14 and asks NO CHANGE or RELATIVE. Answer RELATIVE for each term. The screen now shows the data in column E repeated in columns F, G, H, and so on. To evaluate other investment plans, just change the data shown.

Your spouse reminds you that your brother-in-law is selling 30-year annunities at 9.33 percent. To compare this investment plan, place the cursor on cell F7. Change 7.25 to 9.33. In cell F9 replace 25 with 30; in cell F10 change 4 to zero. Cell F14 indicates that this plan would increase your income to $1118.45. (See **Figure 3**.)

Save your template to a data disk and recall it whenever your prospects for retirement change, or whenever you're thinking of supplementing your income with withdrawals from an investment fund. ■

SportsWorks

by Paul Statt

Come spring training every year, I start thinking about Opening Day. Then baseball gets me going on all kinds of athletics—the NCAA Final Four, the NBA championship, the Boston Marathon, and AppleWorks.

AppleWorks has more to do with sports than you probably imagine. For instance, marathoners and joggers can

use Pacific Technology Systems' **Running and Race Report** templates (P.O. Box 8005, Rockville, MD 20856, 301-231-9806, $34.95). The package offers forms school track teams can use for meet records, plus forms for public races such as 10K Fun Runs, marathons, and even triathlons. Simple spreadsheet formulas convert hours and minutes to decimal times. Runners love seeing immediate results from AppleWorks.

Golfers and bowlers know how important—and difficult—accurate recordkeeping is on the lanes or the greens. Pacific Technology's **Golf** template ($34.95) keeps records of your favorite course and charts your practices; **Bowling** ($34.95) prints individual score sheets for everybody on your team, keeps running totals and averages, and reports high strings.

If you hung up your cleats for a coach's cap years ago, you'll want to try K–12 Micromedia's **SchoolWorks: Athletic Director** (6 Arrow Road, Ramsey, NJ 07446, 201-825-8888, $55). This complete package lets you keep stats on all the usual school sports (baseball, basketball, football, swimming, and gymnastics); it tracks inventory and prints tickets for games, to boot. SchoolWorks even keeps a trainer's record of injuries and treatments and keeps tabs on the booster club.

Coaches at NCAA schools who need an easy form for their official basketball reports should give team managers Pacific Technology's **NCAA Basketball** ($34.95). This template also keeps season totals and averages, and Pacific Technology will put your team on the disk if you send in a roster.

But if playing and coaching wear you out and you prefer your athletics from the comfort of the couch, there's still a place for AppleWorks in your sporting life. Pacific Technology Systems also publishes templates for many of the major-league sports—**NFL Football**, **American** and **National League Baseball** and **NHL Hockey** ($34.95 each).

The NFL schedule is especially interesting. It not only prints weekly schedules and extracts your home team's statistics, it even predicts the outcome of each game. If you like, you can write your own prediction formula and get down to the really serious sport of making money.

Now if only someone would write a spreadsheet template for the *Racing Form*.■

Favorites

►It's About Time

Beagle Bros' Super MacroWorks adds a neat Solid apple-+ command that isn't really a macro, but really saves time. It drove me to write a spreadsheet that converts Beagle Bros' "1545" (15:45, or 3:45 p.m.) to decimal 15.75 it can use in calculations. Here's the formula: If the Beagle Bros time is in cell A1, it's (@INT(A3/100)) + (D3/100 – @INT(A3/100)*(5/3)).

And it only took .85 hours to write.■

—Paul Statt, Contributing Editor

Update!

A number of *Main Menu* readers were puzzled by February's "Poor Man's Guide to Desktop Publishing" (p. 10): Sometimes it worked, sometimes it didn't. We found the trouble: You need a carriage return at the end of each line.

The article tells you to "create an ASCII text file," but doesn't specify which of two alternative ways to set up such a file. The correct way is the less obvious one: Create a disk printer that emulates the Apple Silentype, and use that printer instead of the "text (ASCII) file on disk" option.

The Silentype disk printer adds a carriage return to the end of each line and preserves the margin settings you want for your column widths.

Try a left margin of zero and right margin of 5.7 for three-column text.■

Link Up

Italics in AppleWorks

by Steve High

Underlining is a convention that developed because typewriters couldn't shift easily from regular to italic type. Whatever the author underlined, the typesetter put in italics. If your dot-matrix printer supports italic type, though (ImageWriters don't), you can short-circuit this process so that the text you ask AppleWorks to underline is instead printed directly in italics.

From the printer-specifica-

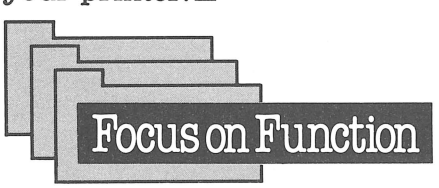
tions menu, select "add a printer." From that submenu, select #12, custom printer (even if you have an ImageWriter or other printer on AppleWorks' list). Give it a name and tell AppleWorks the slot in which it's installed (usually slot 1). Then choose #6, printer codes.

Next select #4, underlining, and #2, "printer has start/stop underlining commands."

AppleWorks then asks you to specify those commands. Check your printer manual. For my Epson LQ800, for example, Escape-4 selects italic mode; Escape-5 cancels it. For underline begin, then, I type Escape-4; for underline end, Escape-5. (Incidentally, this is the one place in AppleWorks where the escape key won't help you "escape." Instead, use the caret character, located above the 6, after typing in your codes.)

Now, whenever you use the word-processor underline option, you get italics instead. To change back to underlining, return to the printer-specifications menu and change the codes; the LQ800, for instance, interprets Escape followed by a hyphen as start- and stop-underlining commands.

You can use the same procedure for creating subscript, superscript, or boldface options that trick AppleWorks into sending special codes to your printer. ■



Convert Your Database to a Spreadsheet

by Robert L. Tighe

AppleWorks includes most of the features you need in a business program, with more flexibility than most. But what happens if you need the sort and search capabilities of the database, but *also* want to use the contents of several categories to perform complex calculations?

Let's say your database contains a list of salespeople categorized by their sales regions. You can keep this information in the database and access its full search, sort, and record-selection functions, but you can do only simple calculations. Or you can put your sales data into the spreadsheet and compute averages and statistical comparisons automatically, but you lose the ability to pull out records for salespeople in one region and compare their statistics to those of another area.

Similarly, with your list of business purchases in the spreadsheet, you can compute averages and track changes in cost over time, but you lose the ability to quickly separate and list those suppliers who provide the best quality or lowest prices.

Fortunately, the flexibility of the AppleWorks system gives you a way to perform the advanced database calculations you need, without too much extra work. You can transfer your data from the database to an existing spreadsheet template. Sort and select records in the database, then send the results to the spreadsheet for analysis.

►Setting Up Your Files

First you must create your database file. Determine the calculations you'll need on which categories. Then build a spreadsheet template with one column for each database category. Your template should contain two empty rows, and every formula that uses your database information should refer to cells within these two rows. It helps to mark them by placing horizontal lines above and below them:

```
= = = = A = = = = = = =
1 Sample Spreadsheet
2 ---------------------------
3
4
5 ---------------------------
6 @SUM(A3 . . . A4)
7
```

Save your spreadsheet template to disk.

Now you're ready to transfer your data. In the database, press Open apple-P to set up a report. From the report menu, select 2, "create a new tables format." Type in a report name and press Return. Now delete all the categories you don't want to transfer to the spreadsheet, and rearrange the remaining categories if necessary. You can also use OA-R to select only the data records you want to transfer.

Once you've prepared the report, press OA-P again to print it. Select the last entry: "to a DIF file on disk" (data-interchange format). AppleWorks asks you for a full pathname, in the form /VOLUMENAME/FILENAME. (If you don't know the volume name of your data disk, go back to the main menu and select "add files to the Desktop." Then "get files from the current disk" provides you with a disk directory, with the volume name at the top.)

After saving your data to disk in a DIF-type file, press the escape key three times to return to the main menu. Select "add files to the Desktop," then "make a new file for the Spreadsheet." From the spreadsheet menu, choose "from a DIF file." The pro-

gram asks you to type in the full ProDOS pathname, again in the form /VOLUMENAME /FILENAME. Type in the same pathname you used when you saved your DIF data, then type in a new name for your spreadsheet. Your spreadsheet then appears on screen, containing your database information.

►A Few Details

That's the hardest part of the transfer. Your file is now in spreadsheet format; moving it to your prepared template is simple. Press OA-C, select "to the clipboard," and highlight all rows. Remember that you can move a maximum of 250 lines of information through the clipboard at one time, so you may have to transfer the data in several segments.

Go through the main menu or use OA-Q to bring up your prepared spreadsheet template. Move the cursor down to the second of the two blank rows you left in this form (row 4 in the example above). Press OA-C and choose "from the clipboard." Your database records will appear in the space between the two blank rows, and your formulas will spring to life—expanding to include the added rows and providing the sums, averages, and other calculated information you need.

The problem with this method is that the clipboard holds only *rows* of spreadsheet data, not columns. You must transfer your data through the clipboard in rows; that keeps you from using formulas in the data rows themselves. You can, however, easily create calculated columns to the right of the transferred data: Keep a formula at the top of the column (row 1), then copy the formula down through the column (into your new data rows) after bringing in the new data.

If you want to save the resulting spreadsheet to your disk, press OA-N to change the filename first. This keeps your empty template intact so that you can transfer and analyze other information from your database later.

A macro program to automate some of the keystrokes and a RAM disk for keeping your DIF files can make the job a lot easier. With a little practice, you can create fairly elaborate spreadsheet templates to make the most of your data and transfer your information to those templates smoothly and quickly.■

Reviews

Through a Maze of Subdirectories

by Paul Statt

After you bought your hard-disk drive or 800K 3½-inch disk drive, you probably took my advice (New Products, March 1987, p. 9) about using ProDOS subdirectories to put your files in order. You've undoubtedly met the dreaded ProDOS pathname.

ProDOS pathnames in AppleWorks are a necessary evil: You need them to organize your files. But AppleWorks knows less about pathnames than you do. On the AppleWorks 2.0 disk, the Change Current Disk Drive menu offers seven choices: Disk 1 (Slot 6), Disk 2 (Slot 6), Disk 1 (Slot 5), Disk 2 (Slot 5), RAMDisk (Slot 4), RAMDisk (Slot 3), ProDOS directory.

AppleWorks makes it easy to find a file if you know which *device* to check—your hard-disk drive, DuoDisk, or RAM phantom disk—but you get only one option for finding it by *pathname*. And you have to type in the entire pathname: /VOLUME/SUBDIRECTORY /FILE.

Pathfinder takes over the typing job for you. Specifically, Pathfinder makes option 5 on the Other Activities menu a special program that finds all the subdirectories in whatever directory AppleWorks is using.

For example, suppose you have a hard disk called /HARD with three subdirectories: /HARD/LETTERS, /HARD /POEMS, and /HARD/SHOPPING.LISTS. To organize your files even more, you've created sub-subdirectories called /HARD/SHOPPING.LISTS /GROCERY, /HARD/SHOPPING.LISTS/BUTCHER, and /HARD/SHOPPING.LISTS /BAKERY.

To use Pathfinder, first make sure your hard disk, called /HARD, is the current disk (disk 1, slot 5, or whatever the

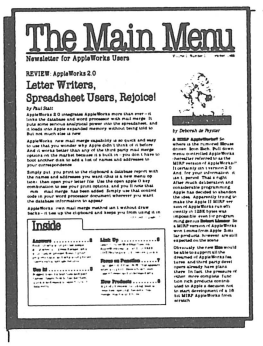

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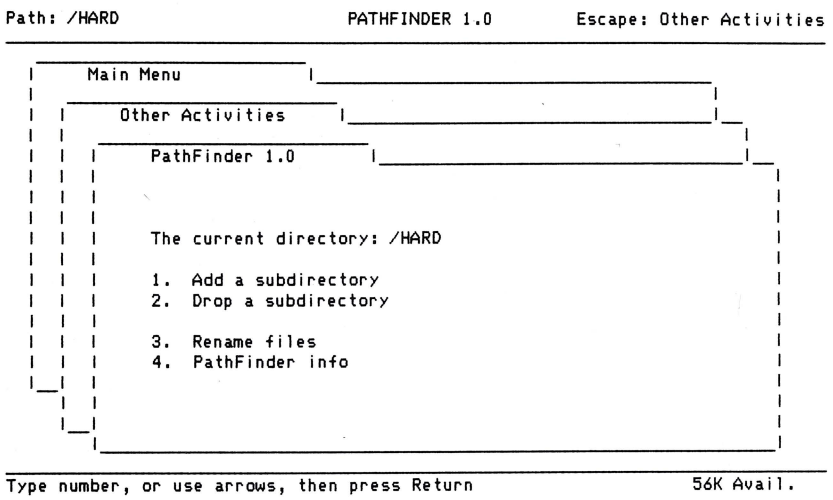
Figure 8. *Pathfinder main menu.*



slot in which it's installed) or the current path (/HARD). Then enter the Pathfinder menu. (See **Figure 8**.)

You'll probably want to "add a subdirectory." Just select that option, number 1, and Pathfinder will show you the subdirectories available under /HARD—that is, /HARD/LETTERS, /HARD/POEMS, and /HARD/SHOPPING.LIST. Select one—say, /HARD/POEMS—and it becomes AppleWorks' current path.

It's as simple an idea as it sounds. You can now make /HARD/SHOPPING.LIST /BAKERY your current subdirectory by adding another subdirectory. If you change your mind, you can go back to an earlier, shorter subdirectory with the "drop a subdirectory" command, which cuts the last subdirectory you added.

►Extras

The advantage Pathfinder offers is that you never have to type a pathname again—except, of course, when you create a subdirectory. Pathfinder works great with macros, too; it's especially suited for a programmable macro package such as Beagle Bros' Super MacroWorks. (Randy Brandt wrote Super MacroWorks as well as Pathfinder.)

Randy's a Beagle Bros alumnus. True to his school, he added a "rename files" option to Pathfinder at no extra cost. Pathfinder's already a bargain at $20, but you can also rename any ProDOS file without putting it on the desktop.

Pathfinder's a good product at a great price. Documentation is included in an AppleWorks word-processor file on disk—but the program's so easy to use that documentation is all but superfluous.

Pathfinder works only with AppleWorks 2.0, and it does remove the option to "format a disk" from the AppleWorks Other Activities menu. That's a small price to pay for ending ProDOS-pathname headaches—almost as small as the $20 purchase price.

Not every AppleWorks fan with a 3½-inch or hard-disk drive needs Pathfinder—only the smart ones who use lots of subdirectories. ■

Product Information

Pathfinder
JEM Software
P.O. Box 20920
El Cajon, CA 92021
$20
Rating: 🍎🍎🍎🍎🍎

The Main Menu reviews range from poor to excellent denoted by one to five red apples. If a product receives one red apple, it means the reviewer wouldn't spend his money to buy it and neither should you. If it receives five red apples, it means that our usually tight-fisted reviewer would part with his money to buy it because of the value it offers in increased productivity and performance.

excellent 🍎🍎🍎🍎🍎
good 🍎🍎🍎🍎
satisfactory 🍎🍎🍎
fair 🍎🍎
poor 🍎

Favorites

►Tiny RAM Disk

If you're using a peripheral-slot memory-expansion card, such as Apple's or Applied Engineering's RAMFactor, with AppleWorks 2.0 in your IIe, you've also got an instant data RAM disk in auxiliary slot 3. No partitioning, no fooling with the Filer. AppleWorks loads completely onto your RAM card, but that old extended 80-column card you installed years ago in the expansion slot has its own RAM that AppleWorks ignores. It's only 55K, but that's plenty to accommodate most of the "Print file to disk" RAM-disk tricks you'll want to perform. ■

—Paul Statt, Contributing Editor